EIGHTY-NINTH

ANNUAL REPORT

MECHANICS' INSTITUTE

SAN FRANCISCO
CALIFORNIA

NINETEEN HUNDRED
FORTY-FOUR

Eighty-ninth Annual Report

OF THE

MECHANICS' INSTITUTE

FOR THE

Year Ending February 29, 1944

MECHANICS' INSTITUTE OFFICERS

Board of Trustees

Year Ending February 29, 1944

GEORGE U. HIND - - - - - - - - - - - - - - *President*
ELGIN STODDARD - - - - - - - - - - - - *First Vice-President*
WILLIAM N. ROLPH - - - - - - - - - - *Second Vice-President*
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Mechanics'-Mercantile Library

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URANIA PAIZIS - - - - - - - - - - - - *Reference Librarian*
ELSIE R. WORLEY - - - - - - - - - - - - - - *Cataloguer*
HELEN D. BRYANT - - - - - - - *Chief, Circulation Department*

Assistants

MARY LOGAN, JOHN A. DEAN, ROSE M. O'TOOLE,
CHARLOTTE JAMES, DOROTHY CLARK

Evening Assistants

CECILIA DONOGHUE, JANE DOYLE

Serving Their Country

JOHN C. STUMP, NORMAN GREEN

MECHANICS' INSTITUTE

Mechanics'-Mercantile Library

Mechanics' Institute Chess and Checker Club

57 Post Street
San Francisco, California

The Library now contains over one hundred and forty-one thousand volumes.

Special attention is given to the division of technology.
Over five hundred periodicals and newspapers are on file.
A chess and checker room is maintained, where smoking is permitted.
Lecture courses are held each season.
Library open daily, 9 a. m. to 10 p. m.
Sunday, 1 p. m. to 5 p. m.
Chess room, daily, 9 a. m. to 10 p. m.

TERMS OF MEMBERSHIP

Entrance Fee	$ 1.00
Half-yearly Dues (in advance)	3.00
Life Membership	100.00

Non-residents may use the Library for one month on payment of fifty cents.

A member may introduce a friend (not a resident of the city), who will be allowed the use of the Library rooms for one month.

LIBRARY RULES

Members are entitled to take out four books at a time, provided however, that only two books of new fiction or current magazines marked "One Week Only", whether regular books or extra books, may be out at the same time on one membership. Extra books may be taken out on payment of five cents each.

All new fiction and new magazines may be kept out one week only, and are not renewable. All other circulating books, except where marked "One Week" or "Seven Days," may be kept out two weeks and may be renewed for two weeks longer unless marked "Not Renewable." Renewal notice may be given by mail or telephone (GArfield 1750).

An overdue charge of five cents a day will be made on all one week books, current magazines and books marked "Not Renewable." On other books a charge of two cents a day will be made.

Reservation postals may be left for all circulating books.

PRESIDENT'S REPORT

San Francisco, California, March 23, 1944

To the Members of the Mechanics' Institute:

This report marks the eighty-ninth annual report of the Mechanics' Institute and my third year as your President. It is gratifying to me to be able to say that, considering present conditions, it is a satisfactory one.

Our Membership has been increased to 3,708, a gain of 400 since the last report.

With our gain in membership we had a corresponding gain in circulation, having issued 5,174 more volumes than during the preceding year.

During the year nineteen members who had paid dues continuously for thirty years were, in accord with the Constitution, made life members, and six life members were acquired by purchase, making the total life membership at this time six hundred and ten.

The receipts from rentals of the building were $45,325.95, $2,972.33 in excess of last year's income. The operating expense was $33,272.47, $2,908.88 less than last year. About $1,100.00 of this amount is accounted for by the fact that last year we paid considerable insurance in advance. We have been receiving more inquiries for the offices in our building and it is hoped that we will soon have a larger part of it occupied which will increase our income considerably.

Bonds to the value of $24,900.00 have matured and were redeemed, and $25,750.00 worth of bonds purchased. A sum of $5,200.00 was paid on account of Mortgages Receivable, making the amount now on loan $82,550.00. Bonds to the par value of $205,005.00 were sold at a premium of $31,102.40, and we still have invested in Municipal, State and United States bonds $480,273.06. These bonds have been deposited with the Bank of California, N. A. as Custodian, instead of being kept in a safe deposit box as heretofore, a condition more satisfactory.

The annual election for seven Trustees was held on February 29, 1944, and resulted in the election of: Messrs. Wm. A. Day, John F. Forbes, George U. Hind, William G. Merchant, William N. Rolph, Edwin W. Stadtmuller and Elgin Stoddard.

During the past year the Board of Trustees suffered the loss of three of its members—two, Lewis F. Byington and Rowland F. Allen, by death, and one, Wynn Meredith, by resignation. Messrs. Stetson G. Hindes, and Wm. A. Day were elected by the Board to take the place of Messrs. Byington and Meredith and Mr. Allen's place was filled by the election of Mr. John F. Forbes at the annual election.

Due to the fact that the membership had been falling off, the Board of Trustees had in mind the thought that the membership might be increased by advertising, and a small advertisement was inserted in the Sunday Book Section of the San Francisco Chronicle, which set forth the advantages of membership in the Institute. After a careful check we find that the advertising was directly responsible for at least one hundred and fifty of the new members, in addition to being a means of keeping the Library before the public notice.

Both the exterior and interior of the building are in need of renovation. We shall, however, have to wait until the war is over before doing most of this work. Not only is it difficult to get labor but the cost is excessive and the quality of the material required is not what it should be.

At the December, 1943 members meeting an amendment to the Constitution was presented, which will give the Board of Trustees greater latitude in the investment of the funds of the Institute. Conditions are not as they were heretofore and we must be prepared to meet the new conditions as they exist. I am pleased to say that by your votes earlier this evening this amendment has been adopted.

Respectfully submitted
GEO. U. HIND,
President.

SECRETARY'S REPORT

For the Year Ending February 29, 1944

San Francisco, March 1, 1944.

To the Board of Trustees of the Mechanics' Institute,
San Francisco.

Gentlemen:—

I have the honor to present herewith financial statement of the Mechanics' Institute for the year ending February 29, 1944:

March 1, 1943, Cash on deposit in various banks		$ 90,112.94
Cash in revolving funds		450.00
Total Cash		$ 90,562.94

RECEIPTS

Mechanics' Institute Building—rent collections, etc. from March 1, 1943, to February 29, 1944		$ 45,325.95	
Interest, Ernest N. Atkins Memorial Fund		24.96	
Interest, James Lick Fund		499.92	
Interest, Savings Account		699.82	
Interest, Mortgages Receivable Accounts		3,779.03	
Interest, Bonds		29,140.45	
Library and General Administration:			
Dues	$ 17,757.50		
Entrance Fees	858.00		
Life Memberships	600.00		
Books Paid For	165.21		
Fines and Extra Books	1,745.89		
Sundry	2.40		
		21,129.00	
Total Receipts		$100,599.13	
Received from Investments Accounts:			
Bonds Matured	$ 24,900.00		
Bonds Sold	205,005.00		
Bond Premium	31,102.40		
Payments on Mortgages Receivable a/c	5,200.00		
Post Street cost a/c	575.00		
		266,782.40	
Total Cash Received			367,381.53
			$457,944.47

EXPENDITURES

Mechanics' Institute Building — operating expenses from March 1, 1943, to February 29, 1944:			
Pay Roll	$ 17,769.10		
Taxes	9,631.18		
Insurance	706.26		
Heat	823.95		
Light and Power	2,482.14		
Water	230.04		
Window Cleaning	443.70		
Supplies	305.16		
Repairs	203.80		
General Expense	571.64		
Victory Tax	105.50		
		$ 33,272.47	
Library and General Administration:			
Books, Binding and Periodicals	$ 8,763.68		
General Expense	2,606.09		
Insurance	245.16		
Legal Expense	250.00		
Victory Tax	108.20		
Printing and Stationery	546.48		
Salaries	25,876.83		
Supplies	114.91		
Taxes	94.13		
Monthly Bulletin	226.04		
Rent of Library Rooms	18,720.00		
		57,551.52	
Total Operating Expense		$ 90,823.99	
Investments Account:			
Bonds Purchased (Par Value)	$ 25,750.00		
Post Street Building Cost a/c	395.00		
Total		26,145.00	
Total Cash Paid Out			$116,968.99
Cash on hand in various banks, Feb. 29, 1944		$340,525.48	
Cash on hand in contingent funds		450.00	
Total Cash on Hand			340,975.48
			$457,944.47

SUMMARY

Cash on Hand, March 1, 1943			$ 90,562.94
Total Income		$100,599.13	
Total Expense		90,823.99	
Excess Receipts			9,775.14
Received from Investment Accounts			266,782.40
			$367,120.48
Less Investments Made			26,145.00
Cash on Hand, February 29, 1944			$340,975.48

DISTRIBUTION

Cash on hand in various banks, February 29, 1944	$340,525.48	
Cash in revolving funds	450.00	
Total Cash		$340,975.48

The above figures indicate that the cash receipts (excluding the amounts received and expended for Investment Accounts) were $9,775.14 in excess of Expenditures.

The net amount expended since April 18, 1906, on Books and Periodicals, and binding of new books has been $420,075.12

The amount paid out for construction, equipment, etc., of the Post Street Building has been $391,687.28

Insurance is carried as follows:

Books, Furnishings and other contents	$115,000.00
Post Street Building	320,000.00

The Resources of the Mechanics' Institute are as follows:

Post Street lot covered by Mechanics' Institute Building.

First Mortgages for $82,550.00 on San Francisco Real Estate.

Bonds to the par value of $481,023.06, as follows:

$ 63,000.00	San Francisco, Cal., City Hall 5%.
400.00	San Francisco, Cal., Municipal Railway 5%.
5,000.00	San Francisco, Cal., Water 4½%.
3,000.00	San Francisco, Cal., Hetch Hetchy Water 4½%.
16,000.00	San Francisco, Cal., Hetch Hetchy Water 5%.
5,000.00	San Francisco, Cal., Spring Valley 4½%.
2,000.00	Cloverdale, Cal., Municipal Improvement 5%.
64,000.00	East Bay Municipal Utilities 5%.
2,000.00	Marin, Cal., Municipal Water District 5%.
30,000.00	Metropolitan Water District 4%.
4,393.90	Monterey, Cal., Municipal Improvement 5%.
5,000.00	Petaluma, Cal., City High School 6%.
3,000.00	Pittsburg, Cal., Municipal Improvement 5%.
3,000.00	Sacramento, Cal., School District 4½%.
3,000.00	Sacramento, Cal., High School District 4½%.
10,000.00	Santa Rosa, Cal., Union High School District 5%.
5,000.00	Fresno County, Cal., 5%.
11,000.00	California State Bldgs. and University Bldgs., 4½%.
4,000.00	California State Harbor 4%.
3,000.00	California State Highway 4½%.
54,000.00	California State Highway 4¾%.
3,000.00	California State University Buildings 4½%.
1,000.00	California State Veterans' Welfare 4½%.
26,229.16	United States Savings Bonds (paying 2.9%).
125,000.00	United States Savings Bonds of Defense 2½%.
5,000.00	United States Treasury Bonds 2¼%.
25,000.00	United States Treasury 2%.

Cash on hand March 1, 1944, $340,975.48.

Books, Furniture and Equipment of the Library.

Respectfully submitted,

JOHN H. WOOD, *Secretary.*

REPORT OF THE LIBRARY

For the Year Ending February 29, 1944

San Francisco, California, March 23rd, 1944

To the President and Board of Trustees, Mechanics' Institute.

Gentlemen:— I herewith submit the eighty-ninth annual report of the Library for the year ending February 29th, 1944.

Membership

March 1, 1943		3,308
Added—Subscribing	835	
Reinstated	30	
Life—purchased	6	871
		4,179
Withdrawn—Life (deceased)	13	
Subscribing	458	471
		3,708

During the year 19 subscribing members who had paid dues continuously for thirty years were, according to the Constitution, made life members.

The membership is divided as follows:

Honorary	2
Life	610
Subscribing	3,096
	3,708

Book Accessions

Number of volumes listed March 1, 1943		142,328
Added by purchase	2,414	
Added by binding	253	
Added by gift	216	2,883
		145,211
Less lost, paid for, and discarded		3,379
Number of volumes listed February 29th, 1944		141,832

Circulation

There were issued for home use 141,657 volumes, an average monthly circulation of 11,805 volumes.

Accessions by Classes

	Purchased	Cost	Bound	Cost	Gifts	Total
General Works	28	$ 95.68	29	81.00	17	74
Philosophy	58	103.65	4	9.50	1	63
Religion	20	32.72	—	—	1	21
Sociology	153	509.95	32	88.50	105	290
Philology	10	22.70	—	—	8	18
Science	68	201.23	49	138.35	16	133
Useful Arts	255	685.99	106	305.85	29	390
Fine Arts	83	201.17	28	79.25	2	113
Literature	116	192.50	2	4.50	14	132
Travel	100	235.24	2	5.00	6	108
Biography	163	370.43	—	—	3	166
History	387	788.25	1	2.25	8	396
Fiction	973	1,675.01	—	—	6	979
	2,414	$5,114.52	253	$714.20	216	2,883

Table of Circulation Statistics

General Works	389	Literature	6,277
Philosophy	2,056	Foreign Literature	327
Religion	882	Travel	6,829
Sociology	4,738	Biography	7,604
Philology	242	History	11,649
Science	3,726	Fiction	77,233
Useful Arts	7,896	Periodicals	7,574
Fine Arts	4,045	Juvenile	190
			141,657

Fiction	77,233 volumes, 54.52 per cent
Non-Fiction	64,424 volumes, 45.48 per cent

Adult books	141,467 volumes, 99.87 per cent
Children's books	190 volumes, 00.13 per cent

Respectfully submitted,
MARY O. CARMODY,
Librarian.

APPENDIX

Year Ending Feb. 28	Membership Sub-cribing	Life and Honorary	Total	Volumes Library	Circulation
1944	3,096	610	3,708	141,832	141,657
1943	2,708	598	3,308	142,328	136,483
1942	2,875	591	3,466	142,095	151,106
1941	3,048	584	3,632	142,376	166,928
1940	3,243	555	3,800	139,908	181,945
1939	3,299	563	3,862	137,655	189,748
1938	3,296	562	3,858	135,463	192,507
1937	3,404	570	3,974	132,273	197,969
1936	3,407	590	3,997	130,355	212,344
1935	3,312	598	3,910	127,815	220,372
1934	3,290	604	3,896	124,425	230,545
1933	3,517	649	4,166	121,666	250,140
1932	3,835	664	4,499	118,928	254,205
1931	3,878	666	4,546	114,347	237,974
1930	3,748	677	4,425	108,697	208,552
1929	3,657	679	4,336	103,123	176,174
1928	3,789	703	4,492	98,195	165,253
1927	4,032	702	4,734	102,056	161,980
1926	4,030	690	4,723	98,696	164,347
1925	4,170	690	4,860	94,992	169,631
1924	4,356	652	5,008	91,433	172,712
1923	4,317	657	4,974	87,855	172,902
1922	4,160	646	4,806	84,056	175,502
1921	3,842	650	4,492	80,776	150,376
1920	3,408	649	4,057	77,140	128,480
1919	2,994	653	3,647	73,128	101,728
1918	3,135	590	3,725	70,055	118,159
1917	3,144	598	3,742	65,875	132,721
1916	2,982	617	3,599	63,672	127,866
1915	2,862	626	3,488	56,740	131,687
1914	2,709	632	3,341	50,776	125,650
1913	2,855	643	3,498	44,527	118,998
1912	2,660	644	3,304	39,266	110,194
1911	2,385	651	3,036	35,392	88,753
1910	1,717	645	2,362	32,186	71,741
1909	2,034	646	2,680	28,324	83.042
1908	2,120	643	2,763	24,179	.....
1907	2,726	651	3,377	17,850	.....
April 18, 1906	.....	.....	4,150	.....	.....

MECHANICS' INSTITUTE PUBLICATIONS
In Print

Annual Reports, 1907 to date.
List of books on architecture. August, 1913.
List of books on building and building materials. December, 1913.
List of books on electrical engineering. June, 1916.
List of books on petroleum. January, 1917.
List of books on aeronautics and military and naval engineering. January,1918.
List of books added, 1914 to date.
List of periodical literature on file in the Mechanics' Institute Library, 1928. Compiled by Mary O. Carmody.
Seventy-five years of history of the Mechanics' Institute, compiled by John H. Wood, Secretary, 1930.